

BY ORDER OF THE COMMANDER
21st SPACE WING

AIR FORCE MANUAL 23-110, VOLUME 2,
PART 13, CHAPTER 4



21st SPACE WING
Supplement 1

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Supply

TURN-IN PROCEDURES

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: TECOM/LGSPP (Mr. Paul L. Bentley)
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The OPR for this supplement is TECOM/LGSPP (Mr. Paul L. Bentley). AFMAN23-110, Volume 2, Part 13, Chapter 4, is supplemented as follows and applies to all organizations supported by the Peterson AFB Standard Base Supply System (SBSS) and its OLSA function. It also applies to all activities assigned to and those activities supported by the 21st Space Wing. This supplement applies to US Air Force Reserve and Air National Guard units.

4.3. On-base activities are also defined as those activities located in the confines of the Cheyenne Mountain AS, Schriever AFB, and the City of Colorado Springs CO.

4.4.2.2. Mark pick-up point areas with the name and telephone number of the work center or individuals. The generating activities provide barrels, containers, etc., for collection of materials at the pick-up points.

4.4.2.3.1. Organizations should retain serviceable items representing less than a full unit of issue. Items may be retained as work order residue or when authorized on bench stock, regardless of the excess position.

4.4.2.4. Organizations may, at their discretion, deliver consumable XB3 items to Receiving, or OLSA Satellite Supply. Call Pick-up and Delivery, PAFB extension 6-4446, or OLSA Satellite Supply for non-scheduled pick-up, when appropriate.

4.4.2.5. Property that has been repaired or returned to serviceable condition may be retained within the organization for future use if the need exists, or placed in the serviceable-identified area for turn-in to Base Supply.

4.4.2.7. (Added) Civil Engineer activities must also comply with the procedures in AFMAN23-110, Volume 2, Part 2, chapter 31, paragraph 31.16.

4.6.2. Turn-in items directly to DRMO.

4.7.3. (Added) The following information clarifies and supplements processing procedures for the turn-in of hazardous waste.

4.7.3.1. It is the responsibility of the generating activity and the appropriate Base Civil Engineer (BCE) hazardous waste manager, to identify, label, package, handle, store, and dispose of hazardous waste in accordance with DOD 6050-5-H, Department of Defense Hazardous Chemical Warning Labeling System. Base Supply will not accept physical custody of hazardous waste.

4.7.3.2. Unit hazardous waste monitors must contact the appropriate BCE environmental flight hazardous waste manager for assistance in proper identification, labeling, packaging, etc.

4.7.3.3. The Cheyenne Mtn AS and the Schriever AFB BCE hazardous waste managers prepare and provide the Cheyenne Mtn (ext.2-2213) and the Schriever AFB (7-7490) HAZMART Elements, an AF Form 2005, Issue/Turn-in Request, and at a minimum, the Environmental Protection Agency (EPA) hazardous waste number, cost to dispose of the waste, disposal unit of issue, contract line number and the Federal Stock Class of the parent stock number of the materiel which produced the waste (if known).

4.7.3.4. After the paperwork turn-in has been accomplished by either the Cheyenne Mtn or Schriever AFB HAZMART Elements, the appropriate BCE hazardous waste manager is contacted to return to the HAZMART Element, the signed shipping document, DD Form 1348-1A, Issue Release/Receipt Document. The appropriate BCE hazardous waste manager arranges for disposal of the hazardous waste through the appropriate agency.

Attachment A-1

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